THE WOODLANDS TOWNSHIP

Board of Directors

PLANNING RETREAT

November 8, 2012

MINUTES

THE STATE OF TEXAS

COUNTIES OF HARRIS & MONTGOMERY

The Board of Directors of The Woodlands Township met in special session, open to the public, on November 8, 2012, posted to begin at 12:00 p.m. The meeting was held in a meeting room at The Woodlands Waterway Marriott Hotel and Convention Center, 1601 Lake Robbins Drive, The Woodlands, Texas, within the boundaries of The Woodlands Township.

Chairman:

President: **Bruce Tough** Don Norrell

Vice Chairman:

Gordy Bunch

Staff/Advisors: Peggy Hausman

Alan Benson Kim Cogburn Secretary:

Karen Dempsey Ed Robb Taunya Jacques

Miles McKinney Treasurer: Mike Page

John Powers Monique Sharp **Directors:** Susan Welbes Mike Bass

Renee Williford Nelda Luce Blair Nick Wolda Jeff Long

STANDARD ITEMS:

1. Pledge of Allegiance;

Board of Directors Planning Retreat November 8, 2012 The Pledge of Allegiance was previously recited at the Board Workshop meeting.

2. Call meeting to order;

Chairman Tough called the meeting to order at 1:00 p.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouse of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 2801 Technology Forest Boulevard, The Woodlands, Texas.

The roll was then called of the duly elected members of the Board with all members present. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

3. Receive, consider and act upon adoption of the meeting agenda;

Motion by: Mike Bass moved to adopt the agenda as presented.

Second by: Nelda Luce Blair

Motion passed unanimously (7-0).

YES	NO	ABSTAIN
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4. Recognize public officials;

Chairman Tough recognized the following public officials:

Montgomery County Judge Alan "Barb" Sadler Montgomery County Commissioner, Precinct 2 Craig Doyle Montgomery County Commissioner Elect, Precinct 3 James Noack

5. Public comment;

Note: Speakers requested to speak following the presentations.

6. Receive and consider transportation services, initiatives and objectives;

Chairman Tough provided background information regarding transportation services in The Woodlands. The Chair commented that due to recent changes, as a result of the 2010 census, the Township has been given a greater opportunity to be involved in transportation services and mobility projects. Chairman Tough remarked that the purpose of the retreat is to discuss matters of transportation and develop a strategy to allow the Township to be more active in transportation planning.

Chairman Tough then called on Montgomery County Judge Alan "Barb" Sadler, Craig Doyal, Montgomery County Commissioner, Precinct 2 and James Noack, Montgomery County Commissioner Elect, Precinct 3, to provide their prospective and insight on transportation projects. Each of these officials made brief presentations on general transportation issues in Montgomery County.

Judge Sadler remarked that general transportation is the number one issue facing Montgomery County today. Judge Sadler then reviewed bond issues and matching funding and noted that the cash flow into TXDOT's treasury has been reduced. Commissioner Doyal provided the Board with a historical perspective on the growth that Montgomery County has seen over the years. Like Judge Sadler, Commissioner Doyal emphasized the need to be forward thinking in order to prepare for future growth and to address traffic congestion. Commissioner Elect Noack discussed the need to be a good fiscal steward of taxpayers' money by determining if a project is needed, if it is affordable and how it will affect taxes. Commissioner Elect Noack commented that the South County Mobility Team will be run out of the Precinct 3 office and will work on the following things: inventory and perform an assessment of roads in South Montgomery County, implement a traffic study, utilize GIS mapping and work on improving signalization. These efforts will help the Commissioner's office to prioritize the needs of South Montgomery County.

Next, Don Norrell, President/General Manager of The Woodlands Township, provided a brief overview of the remaining program discussions. Mr. Norrell then focused his presentation on seven general transportation matters:

- Changes resulting from the 2010 census that have impacted the manner in which federal transit funds are appropriated for The Woodlands Park and Ride operations;
- Road development in The Woodlands that has benefitted greatly from The Woodlands Road Utility District No. 1 (WRUD);
- Increased community interest in development of bike lanes on major roadways and off road facilities;
- The Township's involvement in local, county-wide and regional transportation organizations that is important for promoting improved local and regional mobility;
- Expansion of transportation planning and grant administration services, currently contracted with the Goodman Corporation, to include planning and development costs associated with the Conroe/Woodlands UZA and park and ride funding;
- Consideration of employing staff engineering services or retaining services of a professional
 engineering firm to assist the Township on transportation mobility issues that are currently
 handled by the WRUD, The Woodlands Development Company and County government;
- Recommendation that the Board create an Ad Hoc Transportation Committee.

Board of Directors Planning Retreat November 8, 2012 Following Mr. Norrell's presentation, three speakers presented insight and information on the following topics:

- Robert Heineman, with The Woodlands Development Company, provided an overview of The Woodlands Road Utility District No. 1;
- John McBeth, with the Brazos Transit District, provided an overview of The Woodlands Park and Ride operations; and
- John Powers, Assistant General Manager of Community Services for The Woodlands Township, provided information regarding the potential for development of bike lanes on major roadways and the potential for development of a paved recreation trail along Spring Creek.

Feedback from the Board included the following:

- Need to have progressive as well as more aggressive leadership from not only the County level, but also from the local level when it comes to transportation and mobility matters;
- Need for matching funds and the ability to match funds is very critical;
- Need to have a plan to communicate and sell the benefits to taxpayers in regards to future bond issues and tax increases for transportation projects;
- Need to have effective representation at the table where funding decisions are made.

Public Comment was then received from:

<u>David Hitchcock</u>-27 Edgewood Forest; commented on bike issues <u>Steve Scheger</u>-122 Shadowpoint Circle; commented on bike issues <u>Bruce Cunningham</u>-2 Moonvine; commented on bike issues

Chairman Tough then asked Don Norrell to wrap up this item and provide the Board with some direction. Mr. Norrell recommended that the Board focus on the appointment of an internal transportation committee consisting of Board members only. This committee would formulate recommendations for all of the topics discussed above which would then be brought back to the Board on future agendas for Board consideration and potential action.

The Chair asked that any Board member interested in serving on the Ad Hoc Transportation Committee submit their name to either him or Don Norrell. Director Bass requested that Mr. Norrell develop a draft of a charter of what the committee should do. The Board then moved on to the next agenda item.

7. Receive and consider Board policies, operations and meeting format;

Karen Dempsey, Management Analyst for The Woodlands Township, made a brief presentation on the following five major areas of Board operations:

- Meeting schedules;
- Public comments;
- Board committees;

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- Board processes/operating rules; and
- Changes resulting from the move to a November election.

Board discussion followed. Chairman Tough then provided a summary of changes related to Board policies, operations and meeting format as follows:

- Same meeting schedule (two meetings per month on 3rd Thursday of month and 4th Wednesday of month). No "workshop" meeting; both meetings will be regular meetings;
- Thursday meeting will begin at 9 AM; Wednesday meeting will begin at 6 PM;
- Public Comment only at the beginning portion of the agenda at both meetings;
- Board will take action at both meetings;
- Procedures will be brought back to extend Board officers' term until November 2013;
- Request for legal council to bring back a protocol policy that will be reviewed in more detail with the Board;
- Administrative reports will be presented in writing unless there is a need for a presentation;
- Suggestion to have an item on the agenda where Directors can submit administrative questions to Don Norrell;
- A briefing topic will be developed for the Thursday meeting to identify hot topic issues that may require action to be taken at the Wednesday meeting.

Director Bass requested that staff bring back a budget calendar for 2013.

Following this item, Chairman Tough recognized Mike Page, legal counsel for The Woodlands Township. Mr. Page informed the Board that effective January 1, 2013 he would begin a half time work schedule (30-40 days on and 30-40 days off). Beginning in January 2013, Daniel Ringold will assume the primary responsibility for general legal matters for The Woodlands Township.

8. Receive and consider an outline for the next Board Planning Retreat; and

Chairman Tough informed the Board that this item will be developed at a later meeting.

9. Adjournment

Motion by: Jeff Long moved to adjourn the meeting at 4:04 p.m.

Second by: Nelda Luce Blair

Motion passed unanimously (7-0).

Directors	YES	NO	ABSTAIN

Tough, Bruce (Chairman)	x	
Hausman, Peggy (Vice Chairman)	x	
Robb, Ed (Secretary)	x	
Bunch, Gordy (Treasurer)	x	
Bass, Mike (Director)	х	
Blair, Nelda Luce (Director)	x	
Long, Jeff (Director)	×	



Ed Robb Secretary, Board of Directors